Support for Bereavement in the Workplace

It's a myth that only those who have “been there” can help bereaved persons suffering with grief over the loss of a loved one. This myth adds to the confusion associated with helping grief-stricken people. Grief is difficult to comprehend if you haven’t experienced it, but you can take steps to understand it better and be a supportive and “in tune” coworker. Grief is a natural, normal reaction to a serious loss of any kind. The nature of profound loss affects the entire being physically, emotionally, spiritually, and psychologically. Overcoming grief is accomplished in waves; it stops and starts, and it often feels like three steps forward for every two steps back, or worse. Recovery from grief is as unique as a fingerprint, because we are all different. One’s life experiences, psychology, environment, and health all play a role in the recovery process. A roller coaster of emotions plays a key role throughout the grief process. You will not be able to say something that “fixes” grief or elevates a person out of it. “Being there” and patience are the two most valuable gifts you can offer a grief-stricken coworker. Learn more about how to support a grieving coworker, read the article “How to Listen To Someone Who is Hurting” online at www.MyIMPACTSolution.com.

How to Increase Productivity at Work

A common hailed productivity tip is to stop checking email so often. The advice is sound, but the urge to check email is so compelling that few people can resist it. What's behind the struggle to avoid checking email? It boils down to two words: Email satisfies. Checking email can become a substitute for boredom, not knowing what to do next, lack of structure, nervousness, worry, being stumped by a problem, or undesirable emotional states. It's a fix, and it fills time. And therein lies its sinister effect when it's abused—time theft. Ask yourself what role email plays in your daily psyche, and you may find that you're more able to resist its calling. Check out the Workplace Productivity section of the Workplace module online at www.MyIMPACTSolution.com for more tips.

See the Sizzle in Your Goals

Being determined to head to the gym five days per week describes what you’re planning to do, but are you selling yourself strongly enough on the “why” of your goal to stay motivated and follow through? Many people fail to stick to their personal change goals because they lose track of or do not consider strong, clear, and compelling reasons that can help them withstand the natural interruptions on the path to achieving their goals. There are strong reasons, also called the “big why,” about what your success will bring or allow you to do or have in your life. Find these reasons and they will propel your inspiration and determination. To borrow a catchphrase from sales training, sell the sizzle, not the steak. In this case, sell yourself the compelling reasons to stick with your action steps. Are you still pursuing the personal change goals you committed to last month? If not, take a few moments to fire up your motivation again with the big why. Complete the Goal Setting Assessment online at www.MyIMPACTSolution.com.
Mess Creates Stress

Have you seen the humorous sign, “A messy desk is the sign of a genius!”? Become a less-stressed genius by de-cluttering. A de-cluttered work area can make your work more enjoyable and increase your energy by removing things that compete for your attention visually, cognitively, and physically. You’ll increase productivity by responding less impulsively to things that need attention. This will help you stop multitasking, which studies show is inefficient. Still not convinced that de-cluttering relieves stress? There is an acid test: Try it and feel the difference. Read the Article “Halt the Paper Pileup” online at www.MyIMPACTSolution.com for tips on managing clutter.

At Risk for Domestic Violence

Are you in an intimate relationship with a violent partner who could seriously injure you or even kill you? It’s frightening to consider, but more than 1,500 women are killed each year by their partners. Visit “dangerassessment.org/DA.aspx”. You’ll find a 20-question quiz to educate you and help assess your risk of becoming a victim not just of injury, but of domestic homicide. The higher number of “yes” answers, the greater your risk. Print the questionnaire and meet with a professional to help you determine your next steps by calling IMPACT’s 24/7 hotline at 800-227-6007. Get support and act accordingly. Of all domestic violence homicide victims, 85% percent are women. If the problem is urgent, phone the National Domestic Violence Hotline at 800-799-SAFE (7233). Log in to www.MyIMPACTSolution.com to access the online article “Safety Planning: Part 1” to learn more about taking steps to safety of you feel you’re at risk.

IMPACT Solutions—We Are Here For You!

Remember—your IMPACT Solutions Employee Assistance & Work/Life Program is available to you, your household members, dependents, parents and parents-in-law 24 hours a day, every day of the year in over 140 languages! Qualified mental health professionals are always ready to help you with everyday life issues like stress, problems with teens, conflicts with co-workers, marital strife and so much more. Whenever you need assistance, all you need to do is call 800-227-6007 and we’ll be here to help.

Tolerating Uncertainty in the Future

One look at the news shows why anxiety about the future can cause much distress. If you experience anxiety about uncertainty in the future, don’t let it overtake your life. Some people wrestle with anxiety more than others do. A new college student who has not phoned since his or her arrival at the airport, looming bills and uncertain income, an overdue lab report for a routine procedure—all are “uncertainty events” that hold some possibility, even when it’s improbable, of a feared event coming true. Intolerance of uncertainty is something you can beat. Everyone worries about uncertainty, but if feeling it overwhelms relationships or interferes with your job, you should speak with a mental health professional. Many practical tips can reduce intolerance of uncertainty. For example, practicing new behaviors and then journaling your experiences will, with repetition, slowly help you gain the control you want, along with the relief that comes of knowing that you’re in charge of your life even with all its uncertainties. Log in to www.MyIMPACTSolution.com and take the Anxiety Test to find out if you’re too anxious and if you should seek help.

Information in IMPACT on Wellness is for general information purposes only and is not intended to replace the counsel or advice of a qualified health professional.

You can contact IMPACT Solutions for professional counseling and guidance 24 hours a day at 1-800-227-6007.

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Tobacco addiction is a chronic disease that often requires multiple attempts to quit. Although some users are able to quit without help, many others need assistance. That is why your IMPACT Employee Assistance & Work/Life Program created the Quit Center to help you (or a significant other) quickly identify the resources, tools and professional help needed to help you reach your goal.

**IMPACT support includes:**

- **Telephone Coaching**
  IMPACT Solutions’ Quit Specialists, certified in tobacco cessation techniques, can structure telephonic coaching sessions and resource material based on your individual goals.

- **Web Resources**
  Visit www.MyIMPACTSolution.com to view hundreds of tools and resources available to assist you with tobacco cessation. The Quit Center includes easy access to online tools in one convenient location including:
  - Tobacco cessation modules
  - Resources
  - Support
  - Educational materials

Call IMPACT Solutions at 800-227-6007 or visit IMPACT on the Web at www.myimpactsolution.com for additional information on tobacco cessation.
February is American Heart Month and your Employee Support Program reminds you that most forms of heart disease are preventable. Just a few changes to your lifestyle can help keep you heart healthy. We have information and resources on quitting smoking, adding exercise to your day, and eating a heart healthy diet.

TOLL-FREE: 800-227-6007
WEBSITE: www.MyIMPACTSolution.com

Available anytime, any day, your Employee Support Program is a free, confidential program to help you balance your work, family, and personal life.

WEBINAR
Eight Steps to a Healthy Heart
Feb 18 — 12 pm, 2 pm ET

Utilizing Mayo Clinic’s Heart Healthy Diet concepts, this webinar will review the eight steps for preventing and reducing your chances of heart disease.